

Tax Invoice

Susan Sample
888 Wealth Road
BLACK ROCK VIC 3193

RMIT University
ABN 49 781 030 034
Incorporating RMIT University as
Agent for RMIT Training Pty Ltd
GPO Box 2476
Melbourne Victoria 3001
CRICOS provider code: 00122A
Registration code: 3046

Invoice Summary

1 Opening balance		\$2,515.00
This invoice		
2 Adjustments since previous invoice		-\$1,395.00
Overdue, please pay now 3	\$120.00	
4 New charges		\$2,349.32
Payments/credits received, thank you 5		-\$1,151.00
Total amount due		\$2,318.32

See Account Statement over page for a breakdown of your payments, charges and due dates

Student number
1234567

CHESSN
1234567891

Billing period
01-JUL-2014 to
01-AUG-2014

Date of issue
01-AUG-2014

Overdue, pay now
\$120.00

6 **Total amount due**
\$2,318.32

Inclusive of GST

7 **Please see over page
for due dates**

It's important to pay on time!

All charges must be paid by the due date on your tax invoice. See your Account Statement over for the due date for each charge as they may vary.

If you don't pay by the due date, you will be a University debtor. Debtors cannot enrol, add classes, obtain a transcript of results or a Statement of Academic Completion or receive an award until the debt is paid in full. Your enrolment may also be cancelled.

8 **More information**

Go to the Tax invoice web page at www.rmit.edu.au/students/taxinvoice.

Contact RMIT Connect at www.rmit.edu.au/students/connect.

Five Easy Ways to Pay

Please print your receipt.

Pay online – recommended payment method

Pay by:
- VISA or MasterCard
- Wire (telegraphic) transfer - for international students only

Go to: www.rmit.edu.au/students/payment

BPAY

Pay from your cheque, savings or credit card account using your bank's online banking or telephone banking (participating banks only).

Billor code: 24364
Reference: 3010193597

BPpoint

Pay by telephone using your credit card (VISA or MasterCard).
Tel: 1 300 276 468 within Australia.

Billor code: 24364
Reference: 3010193597

By bank draft (international students only)

Bank drafts are to be made payable to RMIT University in Australian dollars and to an Australian bank. Attach bank draft to a copy of this invoice and mail to: **RMIT Student Fees, GPO Box 2476, Melbourne Victoria 3001**

In person at RMIT

Pay in person at RMIT Connect on your campus using your credit card or EFTPOS. RMIT does not accept cash or cheques.



Your tax invoice explained

1. Opening balance

This is the total amount due on your *previous* tax invoice.

2. Adjustments since previous invoice

This may include (but is not limited to) any charges that have been credited to your account for this billing period because you have dropped a class or another charge has been reversed.

3. Overdue

This includes any fees not paid by the due date.

Please pay immediately.

If you have overdue fees, debtor restrictions will be placed on your account and you won't be able to enrol, add classes, view your Academic History (results), obtain a transcript of results or Statement of Academic Completion or receive and award (graduate) until the debt is paid in full. Your enrolment may also be cancelled.

If you have a \$0 amount overdue, you do not have any fees owing at this time. You can use this tax invoice as a receipt or for tax purposes.

4. New charges

This is any new charges incurred during this billing period. All charges must be paid by the due date. See your Account Statement for the due date for each charge as some may vary.

If you have a VET FEE-HELP, VET Student Loan, FEE-HELP, HECS-HELP or SA-HELP loan the amount for each charge will be included here. This is to allow you the option to pay all, or part of, your HELP loan fees upfront prior to the census date.

Any HELP eligible fees that are not paid upfront by the census date will automatically defer to the Australian Taxation Office (ATO).

5. Payments/credits

This is any payments or credits applied to your account.

6. Total amount due

This includes any overdue fees and any other new or remaining fees listed in the Account Statement over.

If you have a \$0 balance, you do not have any fees owing at this time. You can use this tax invoice as a receipt or for tax purposes.

7. Summary of Charges by Due Date

Each charge has a due date and some may vary. Check the Summary of Charges by Due Date section in the Account Statement over the page to see how much you need to pay by when.

8. More information

You can check your Account Statement on your tax invoice for the breakdown of all of your fees, payments and due dates. This information is also available live in your online account via Enrolment Online. **Login to myRMIT.**

Please read the detailed **Fees and payments** information and if you still have a query about your fees, contact **RMIT Connect.**

It's important to pay on time!

All fees must be paid by the due date or penalties will apply. Check your Account Statement and your online account for the due dates for each charge as they may vary.

If you have overdue fees, debtor restrictions will be placed on your account and you won't be able to enrol, add classes, view your Academic History (results), obtain a transcript of results or Statement of Academic Completion or receive and award (graduate) until the debt is paid in full. Your enrolment may also be cancelled.

Account Statement

Student name Susan Sample
Student number 1234567

7 Summary of Charges by Due Date

Due date	Amount due
31-JUL-2014	\$120.00
31-AUG-2014	\$2,198.32
Total	\$2,318.32

2 Adjustments since Previous Invoice

Sem 2 2014				
Course	Class	Class description	Reason	Amount
BESC 1403	1548	Understanding Personality	Dropped	-\$650.00
BESC 1075	1480	Psychology of Stress	Dropped	-\$700.00
Sem 2 2014				
Fee code	Description	Reason	Amount	
SSAF	Student services and amenities fees	Reversal	-\$45.00	
Total			-\$1,395.00	

3 Overdue Charges

Sem 2 2014						
Fee code	Description	Due date	Total charge	GST included	Payment/credit	Amount due
M914	Washington Tour Exc	31-JUL-2014	\$120.00	\$0.00	\$0.00	\$120.00
Subtotal			\$120.00	\$0.00	\$0.00	\$120.00
Total overdue charges, please pay now						\$120.00

9. Charges

This includes any new charges incurred since your last tax invoice and any other charges from your past invoices that are not yet overdue.

10. Program

This is the program that you are enrolled in and that the charges relate to.

11. Fee type

This will indicate whether you are enrolled in a government subsidised or full-fee place which will determine the **fees** that you are charged.

12. HELP loan approval

If you have an approved HELP loan it will be listed here with the date that the loan is effective from.

13. Due date

This is the date that the charge is due. Each charge has its own due date, so make sure that you check them carefully and pay by that date.

Remember, it's important to pay on time, or penalties will apply and your enrolment may be cancelled.

14. Total charge

The total amount of the tuition fees for each course will appear here.

15. Payments/credits

This is any payments or credits that have been allocated to these charges in your account.

9 Charges

10 Program		11 Fee type					
BP154 B App Sci (Psychology)		Commonwealth Supported Place					
Sem 2 2014 12 HECS-HELP as of 01-JAN-2014							
Course	Class	Class description	13 Due date	14 Total charge	15 Payment/credit	16 Amount due	
BESC 1123	1442	Principles of Psychology	31-AUG-2014	\$755.00	-\$75.50	\$679.50	
BESC 1072	1443	Psychology of Social Life	31-AUG-2014	\$755.00	-\$75.50	\$679.50	
Subtotal				\$1,510.00	-\$151.00	\$1,359.00	
Program		Fee type					
C6102 Adv Dip Bus (Public Relations)		VE Government Subsidised – VIC (P Profile)					
Sem 2 2014 VET FEE-HELP as of 01-JAN-2014							
Course	Class	Class description	Due date	Total charge 17	Concession	Payment/credit	Amount due
BUSM 5794	3504	Legal & Admin req. in PR	31-AUG-2014	\$90.00	Approved	\$0.00	\$90.00
MKTG 5826	3519	Evaluate campaign effectiveness	31-AUG-2014	\$520.20		\$0.00	\$520.20
Subtotal				\$610.20		\$0.00	\$610.20
Sem 2 2014							
Fee code	Description	Due date	Total charge 18	GST included	Payment/credit	Amount due	
M1454	Three dimensional mat (incl. GST)	31-AUG-2014	\$150.00	\$13.64	\$0.00	\$150.00	
SSAF	Student services and amenities fees	31-AUG-2014	\$79.12		\$0.00	\$79.12	
Subtotal				\$229.12	\$13.64	0.00	\$229.12
Total				\$2,349.32	\$13.64	-\$151.00	\$2,198.32

19 Summary – Payments and Credits Received

Description	Date processed	Payment/credit
HECS-HELP Discount	01-JUN-2014	-\$151.00
Payment-OneStop-City-Bld8	06-JUL-2014	-\$1,000.00
Total		-\$1,151.00

16. Amount due

The amount due is the total charge of the item minus any payments or credits.

17. Concession – Approved

If you have been approved for the vocational education concession rate on your tuition fees, this will appear next to each course that you have approval for.

18. GST included

Some non-tuition fees attract GST. The GST component of your charge will appear here if there is a GST component.

19. Summary – Payments and Credits Received

This is a summary of all payments and credits applied to your account. This can include any of the following:

- HELP loan amounts deferred to the Australian Taxation Office (ATO)
- payments you have made towards your tuition or other fees
- scholarship or waiver amounts applied to your account
- other discounts.